

JOHN B. MAHAFFEY MUSEUM COMPLEX

495 South Dakota Avenue
Fort Leonard Wood, Missouri 65473

HOME OF THE:



US Army Chemical Museum



US Army Engineer Museum



US Army Military Police Museum

and



Fort Leonard Wood Museum

Admission - There is no admission fee to enter the Museum. Unchaperoned school groups may not be admitted.

Hours of Operation - Open Monday thru Friday from 8am to 4pm
Saturday 10am to 4pm
Closed Sundays and Holidays
Fort Leonard Wood Museum closed during inclement weather

Telephone - (573) 596-0780

School Tours - **Customized** tours of the Museum to school groups and other organizations can be provided on a reservation basis. Teachers are encouraged to visit in advance to choose the Museum they want to tour. Call (573) 596-0780 for information and reservations.

Website - <http://www.army.mil/ccmuseum>

JOHN B. MAHAFFEY MUSEUM COMPLEX



The Museum Complex houses four US Army Military Museums.



US Army Chemical Museum - The Chemical Corps Museum interprets the rich history of the regiment. Life-size dioramas take visitors from the trenches of WWI to the battlefields of Desert Storm. Audiovisual programs and other interactive exhibits illustrate the significant achievements of this branch. Additional exhibits highlight the contributions Dragon Soldiers are making today and will continue to make into the future.



US Army Engineer Museum - Through dioramas and exhibit cases the Army Engineer Museums Chronological Gallery displays objects that trace the development of American Army engineering equipment. The Engineer Museums Encyclopedia Gallery exhibits materials used by topographic engineers, surveyors, and mapmakers from their colonial beginnings to the present. The Weapons Room contains US weapons from as early as 1898 along with an exhibit of foreign weapons.



US Army Military Police Museum - The mission of the Military Police Corps Museum is to present corps history to visitors. This history is showcased through dioramas rich with audiovisual effects and exhibit cases filled with historical artifacts. Military Police vehicles are on display in the vehicle park located across the street from the museum. A visit to the Museum gives the patron an understanding of the brave and heroic contributions made to our country by Military Police Soldiers both past and present.



Fort Leonard Wood Museum - The Fort Leonard Wood Museum is a collection of restored, WWII, temporary mobilization buildings representing hundreds of thousands of identical buildings, built from Maine to California between 1939 and 1945. During the peak of construction here in 1941, these buildings were completed at the rate of one every 45 minutes.

GENERAL INFORMATION FOR SCHOOL GROUPS

A tour of the Museum is an excellent school field trip. The John B. Mahaffey Museum Complex welcomes school classes, K – 12th grade to visit us year round - - for FREE!

All you need is a reservation at least three weeks in advance (subject to availability).

Please be prepared to provide the following information:

- Group leader's name
- Name of the group or school
- Address of the group or school/organization, including e-mail, and the teacher or leader's work, home and fax numbers.
- Preferred date to visit
- Guided tour requests or other special needs
- Arrival and departure times
- Grade level of students and number in group (you need to bring one adult for every 5 students).

Visits/tours may be scheduled for times between the hours of 8am and 4pm, Monday through Friday. No guided tours will be approved for Saturday.

At least one adult chaperone is required for every five children. A chaperone guide is attached.

The John B. Mahaffey Museum Complex is accessible to persons with disabilities and seeks to accommodate the needs of our patrons. Please notify the Museum in advance if a member or your group requires special accommodations.

In case of an emergency, summon a member of the Museum staff.

CANCELLATION POLICY

General:

If you have a change of plans, please notify us at (573) 563-0780 as soon as possible but at least five days prior to the scheduled visit so that others may use the facility.

Please note: The John B. Mahaffey Museum Complex reserves the right to cancel or reschedule tours on short notice due to staff illness or inclement weather.

GUIDED TOURS

Guided tours are available to school groups if the requested Museum has staff members available. When possible a short age-appropriate film is shown prior to the tour. Due to the size of the Museum complex, schools are asked to choose, in advance, which one of the four Museums they would like to visit. It takes approximately 45 minutes to 1 hour to tour a museum.

SELF-GUIDED TOURS

Self-guided school visits (offered year round)

Reservations are required for all school groups. You and your group decide where to go and how long to stay. When possible a short age-appropriate film is shown prior to the self-guided tour.

Within walking distance of the John B. Mahaffey Museum Complex is the Museum Vehicle Park and the Fort Leonard Wood Museum which consisting of 6 WWII era buildings. These buildings show what life

was like in the military during WWII, Korea, and Vietnam. They consist of a mess hall, a Commander's quarters, a supply building, as well as barracks furnished for WWII, Korea, and Vietnam. There is also a building devoted to the German Prisoners-of-War who were located at Fort Leonard Wood during WWII.

BEFORE YOU ARRIVE

A successful field trip begins before your actual visit to the museum. A little bit of preparation will go a long way in ensuring that the entire group has a positive stress-free, and enriching visit.

- Teachers should visit the museum prior to bringing your students. This allows you to get the most out of your program and complement your classroom discussions.
- Meet with chaperones to review schedule, introduce students, and share expectations
- Review Museum policies with your students:
 1. Respect others in your group and other museum visitors.
 2. Use indoor voices
 3. No climbing on exhibits
 4. Walk in the Museum – no running
 5. Teachers and chaperones must stay with their groups at all times to prevent noisy and undisciplined behavior which makes other visitors uncomfortable and can be dangerous for the students.
 6. Food, drink, and gum are not allowed in the museum.
- Have a plan. Prepare an assignment for the students to do or a task to complete while at the museum.
- Always have a sufficient number of chaperones. A 1 to 5 ratio is required, but you may bring extra chaperones.
- Let the students have a role in planning for the visit. Give them a preview of what they'll see by talking about the Museum or sharing pictures slides, or objects with them in class before your visit. Ask them what they want to see first.
- Student nametags are a good idea.

ON ARRIVAL

- Remind the bus driver of the scheduled time of departure.
- Please arrive on time for your scheduled tour. For our tour programs, time is needed to orient students, in addition to the time we have reserved for you in the gallery.
- Be sure to check in with our Museum staff when you arrive at the Museum.
- If you have coats, you may want to leave them on the bus. The Museum does not have a coat storage area.

WHILE YOU'RE HERE

- Ask the students open-ended questions or questions that are personally relevant to them. These techniques will foster critical thinking and may lead to greater retention and understanding of information.
- Allow students to explore what interests them (always with a chaperone) within a gallery or other confined area. Self initiated learning often leads to a more enjoyable and productive learning experience.
- Remember you are visiting a Museum. Artifacts and exhibits are fragile! Please keep your group from touching the displays.

ABOUT LUNCH

We are sorry that there are no provisions for groups to store or eat bag lunches in the Museum. When weather permits, students are welcome to eat lunch at Collier Park located next to the Museum. Lunches may not be brought into or stored in the Museum. Bag lunches may in some cases, with prior approval from museum staff, be eaten in the WWII mess hall building. However, there is no bathroom or trash facilities available and the tour group must dispose of all trash.

WHAT YOU CAN DO

If you are on a self-guided tour, there are a number of different techniques you can use to engage your students in the content of the Museums. Some general suggestions for encouraging active learning are:

Ask questions with more than one correct answer.

What do you notice about the soldiers uniform?" and "Describe the action of the soldiers" are excellent ways to get students involved in the action of the diorama.

Use the label to help answer student questions. It's impossible to know everything about everything. In addition, you can always enlist student help by asking them to come up with possible answers.

Let students guide your time frame. All of the Museum's exhibits are educational. Allow students to make small decisions as to which displays they would like to spend more time with. This "authority" will help to make their visit more meaningful and relevant.

ACTIVITY SUGGESTIONS

Some of the most memorable learning in Museums can occur when students take control of their experience and make decisions about what exhibits they view and the concepts they focus on. This activity suggestion is one way to encourage independent exploration while still allowing educators to choose a general focus.

Gather students together in front of a diorama and ask a Launch Question or an open-ended question that will encourage student discussion about a particular aspect of the diorama. For example, you might ask students to identify the period of time or particular war and how the weapons displayed were used.

Give students a signal to listen for, such as a special handclap, and a set meeting place. After the five minutes have passed, use your clap to gather the group together and share what the students discovered. Encourage a variety of students to speak and make references to the original Launch Question wherever possible. This can be repeated as often as time allows.

PRE-K GROUPS

Introducing the museum to children ages 5 and younger

The Museum has found that, under most circumstances, children five years old and younger have a better experience in the Museum if:

- The visit does not last longer than 30 to 40 minutes.
- No formal tour is given.
- The visit is made during a less crowded time of year—late fall or winter.
- They come for a short, informal visit escorted by at least 1 adult for every 4 children.
- They see one Museum only.

GIFT SHOPS

The John B. Mahaffey Museum Complex contains three branch oriented gift shops (Engineer, Chemical, and Military Police), and are located adjacent to their respective Museum's galleries. Students wishing to visit the gift shops must be accompanied by least one adult chaperone per five students.

PHOTOGRAPHY

Picture taking, including the use of flashbulbs, is permitted unless posted to the contrary. Videotaping by school tours is permitted.

MUSEUM POLICIES FOR TEACHERS AND STUDENTS

- **TEACHERS AND CHAPERONES MUST ACCOMPANY AND BE RESPONSIBLE FOR THE DISCIPLINE OF STUDENTS AT ALL TIMES.** Teachers are responsible for preventing students from becoming unruly and from using exhibit cases as writing surfaces. Teachers and chaperons are responsible for their students' behavior. Failure to maintain order is considered unacceptable and makes other visitors uncomfortable and can be dangerous for your students.

Many chaperons need to do a better job of managing students. Please talk with your chaperons about being more responsible for the students they bring so that other visitors may enjoy the Museum. An adult with a baby or small child is not a suitable chaperon.

General Rules (please discuss with student groups) - - - All students must be accompanied by adult chaperons at all time. (This includes high school students.) Without the appropriate number of chaperons, school groups may not be admitted to the Museum.

Please remind students that in order for the Museum to be enjoyed by all visitors, your group will follow these Museum rules:

1. Teachers, make certain that your chaperones know what is required of them.
2. One adult is required for every 5 students.
3. Respect others in your group and other Museum visitors.
4. Students are expected to observe good Museum manners – following directions, listening when appropriate, staying with the group.
5. Use indoor voices
6. No climbing on exhibits
7. Walk in the Museum – no running
8. **Again** teachers and chaperones are required to stay with their groups at all times to prevent noisy and undisciplined behavior which makes other visitors uncomfortable and can be dangerous for the students.
9. Food, drink, and gum are not allowed in the Museum.
10. Remember you are visiting a Museum. Artifacts and exhibits are fragile! Please keep your group from touching the displays.

- **RESERVATIONS FOR ANY GROUP ARE REQUIRED**

You must make a reservation for any group visit. Groups without a reservation may be turned away. Reservations are accepted on a first come-first served basis. For reservations call (573) 563-0780 Monday through Friday.

- **MINIMUM GROUP SIZE IS 10 STUDENTS; MAXIMUM GROUP SIZE IS 70 STUDENTS IN THE MUSEUM AT ANY ONE TIME.**

Discuss Museum Gallery choices with Museum Staff prior to the tour.

- **NO FOOD, GUM, OR DRINKS ARE PERMITTED IN THE MUSEUM OR ANY EXHIBIT AREA.**
- **BUS PARKING IS AVAILABLE AT THE MUSEUM.**

Buses may drop off and pick up students at the main Museum entrance and park in the museum parking lot.